COTS ENTERPRISE ARCHITECTURE WORKGROUP

MINUTES

August 8, 2002

DIT Executive Conference Room

1:30 PM

ATTENDANCE

<u>Members</u>:

David Molchany (Co-Chair), Fairfax County (by phone); Jerry Simonoff, DTP; Harry Sutton, DSS; Mike King, DIT (substitute for Bill Mize); and Martha Stearns, UVa (substitute for James Jokl).

<u>Members Absent</u>:

Murali Rao (Co-chair), VDOT; James Jokl, UVa; Tim Bass, VRS; Bob Pontius, VEC; Bethann Canada, DOE; William Flaherty, Hanover County Public Schools; Linda Foster, TAX; and Bill Mize, DIT

<u>Guests and Staff</u>:

Guests
Nancy Biniasz, and David Mann, Eden Systems Corporation

Representatives
None

Staff

Diane Wresinski, DTP; and Eric Perkins, DTP.

WELCOME and OPENING REMARKS:

Co-chairman David Molchany (Fairfax) welcomed the Workgroup members, and noted there was not a quorum present. He confirmed the Enterprise Architecture (EA) panel would participate at the Commonwealth of Virginia Information Technology Symposium (COVITS) and would be comprised of representatives from Fairfax County, Roanoke County, the National Association of State Chief Informational Offices (NASCIO) and Virtual IT, Inc, an EA technology vendor. Molchany mentioned that representatives from the cities of Lynchburg and Hampton would also attend COVITS and present their approaches to EA.

Molchany informed the Workgroup that Chip German (UVa), who previously offered to coordinate the higher education (HE) statewide information technology strategic planning effort, had recently accepted a job at Mary Washington. Molchany offered to coordinate with German's replacement on the COTS Executive Committee to undertake coordination of the HE IT strategic planning effort.

APPROVAL OF MINUTES:

Since a quorum was not present, approval of the July 11, 2002 minutes was postponed until the next meeting in September, although it was noted that the members present approved the minutes, as submitted.

DISCUSSION and WORK SESSION for REVIEW of the COMMON REQUIREMENTS VISION (CRV):

Discussion

Diane Wresinski began the discussion by noting the need to identify technology trends (TT) and practices that are changing (not just those that are simply popular), their affect on state government as well as their relative degree of importance to the core missions of state government. She also noted the need to identify emerging enterprise business strategies (EBS) of importance to the administration, as well as to determine their priority for the work of agencies and for the government as a whole.

Discussion focused on prioritizing the technical trends and business strategies. It was suggested that the TT and EBS titles, their descriptions and their quantity be reduced and/or consolidated to the extent practicable. In deference to those absent, it was further suggested the TTs and EBSs be circulated by email to all EA Workgroup members and they be invited to rank them within

categories of high, medium or low.

Action Item: Wresinski will first reduce and/or consolidate the TT's and EBS's titles, their descriptions and their quantity to the extent practicable. After that, she will email them to all EA Workgroup members and then summarize the results of their ranking and categorization for the next Workgroup meeting.

OTHER ISSUES:

EA Domains – Harry Sutton (DSS) expressed his desire to have the Platform and Application domain standards promulgated before the next cycle of agency IT strategic planning. Jerry Simonoff, Director, DTP advised IT strategic planning is presently on a biennial cycle, although interim updates are encouraged. He anticipated the cycle being shortened to an annual basis with a more defined process by the next biennium.

AJOURNMENT

The meeting was adjourned at 4:00 PM

Meeting Schedule:

The next Workgroup meeting will be September 12, 2002, at 10:00 AM, in the DIT Executive Conference Room.